

Update on the Report for High Tech High October 2015

Overview of this Report

This agenda item presents information on the report submitted by High Tech High (HTH) as required by the COA.

Staff Recommendation

Staff has reviewed the report and timeline submitted by High Tech High pursuant to COA direction in May 2015. No action is required on this item at this time.

Background

On May 1, 2015, the Committee on Accreditation, on behalf of the Commission on Teacher Credentialing, assigned the status of *Accreditation with Stipulations* to High Tech High and its approved Multiple and Single Subject Intern, General Education Induction, Clear Education Specialist Induction, and Education Specialist Mild/Moderate Disabilities Intern credential programs. (<http://www.ctc.ca.gov/educator-prep/coa-agendas/2015-04/2015-04-item-25.pdf>)

As a result of the decision of Accreditation with Stipulations, the COA placed the following stipulations on High Tech High which must be addressed within one year of the date of the COA action:

- A clear description and supporting documentation to demonstrate the implementation of a formal systematic unit assessment system.
- Evidence that demonstrates the appropriate utilization of resources for assessment management.

In addition:

- High Tech High is to submit a report to the Committee on Accreditation indicating how the institution has addressed efforts to increase diversity within its instructional personnel and how it will address unit assessment. The report is to be presented at the October meeting of the COA.

Highlights of the Report:

Since the May 1, 2015 COA meeting, the HTH educator preparation program has undergone changes to personnel, particularly in key leadership positions. Staff will update the Commission orally on these changes at the COA meeting.

In accordance with the stipulations placed on High Tech High (HTH), the initial action plan has been provided by HTH and has been reviewed by staff. An overview of the information that addresses the stipulations is provided below.

- HTH credentialing, in conjunction with the HTH Improvement Research Center is launching a systematic unit wide program assessment and evaluation of the following common standards:
 1. *Faculty and Instructional Personnel (CS #4),*
 2. *Field Experience and Clinical Practice (CS #7)*
 3. *District Employed Supervisors (CS #8)*
 4. *Assessment of Candidate Competency (CS #9)*

Progress as of October 2015:

- All credentialing candidates and credentialing faculty trained on Haiku Learning Management System in Fall 2015.
- Initial Fall 2015 Evaluation data reported to mentoring focus group October 2015.
- A unit wide assessment and evaluation of credentialing data is being reviewed and recalibrated in order to systematically organize, collect, and analyze data through surveys, feedback forms, and focus groups across all approved programs
- The HTH Credentialing department, in conjunction with the HTH Improvement Research Center, is launching an institutional review of credentialing data across four common standards for all approved programs
- Credentialing improvement team will meet four times during the 2015-16 school year to analyze the data for unit and program improvement purposes: 10/21/15, 1/19/16, 3/15/16, and 5/17/16
- Create and articulate a common vision for assessment across the five approved programs (10/21/15 meeting).

The following are additional areas of planned unit assessment: Comprehensive Assessment Map, Support Provider Weekly Log and Observation Record, Principal Feedback, Unit Annual Program Review (first review scheduled for June 2016), and Candidate Self-Assessment Tool plus Surveys and Candidate Portfolios.

The timeline for implementation of the Unit and Program Assessment is included in Appendix A. HTH plans for the process to be ongoing. The data will be shared with staff and faculty through faculty meetings, advisory board meetings, an annual program review, and an annual student & faculty design retreat. At each of these meetings HTH will review data through problem analysis with the goal of identifying areas of strength and areas in need of improvement in all programs and across the unit.

Resource Allocation Plan

HTH has taken the following actions and plans in response to the CTC's concern that, "Evidence gathered from interviews with program leadership, the Biennial Report, and CTC feedback on the Biennial Report, indicate insufficient resource allocation for assessment management. Sufficient personnel to ensure a process for Unit wide data management and systematic evaluation practices, as called for in Common Standard 2, are not evidenced."

HTH is reviewing sponsors and supports all five approved credential programs and allocates sufficient resources to enable the programs to fulfill its responsibilities to its District Intern and Induction candidates. HTH funds and allocates an appropriate credential staff to successfully administer and evaluate the programs including:

- Director of New Teacher Development
- Director of Credential Operations/Credential Analyst
- Director of Induction, beginning January 2016
- Ed Specialist Intern/Induction Coordinator

- Credential Analyst
- Lead Mentors at our North County and Chula Vista school sites
- Faculty for Intern & Induction coursework & Learning Seminars
- Mentors for all candidates

In addition to the staff above, HTH has engaged the following staff to ensure sufficient personnel to support the systematic and unit-wide evaluation practices of the credentialing Improvement Research work.

- HTH Chief Academic Officer
- HTH Improvement Facilitator

To support operational costs:

- HTH & Partner School candidates pay a fee for the Intern program.
- Partner School Induction candidates pay a fee for the Induction program.
- When a partner school teacher requires a HTH Mentor, they pay an additional fee.

Program fees are reviewed annually and candidates are apprised of all program fees in advance of enrolling in programs.

Diversity

The HTH report did not include information about its efforts to increase diversity within its instructional personnel. Staff has requested that program personnel participating in the October meeting come prepared to discuss this topic with the COA.

Next Steps

The final report will be presented in the June 2016 COA meeting and will include links to all forms and documents referenced in this report as well as links to additional evidence that will assist in demonstrating HTHs continued progress toward meeting CTC standards and addressing all stipulations including indicating how the institution has addressed efforts to increase diversity within its instructional personnel.

Appendix A

Timeline of HTH Unit and Program Assessment and Evaluation

9/23/15 Faculty Meeting: Data Focus Group on District Employed Supervisor support of PT

10/15/15: Participating Teachers evaluate District Employed Supervisors via survey

10/21/15 Improvement Team Meeting: Utilize data on District Employed Supervisor support to create plan of action for improving consistency and level of support provided to PTs

10/26/15 Faculty Meeting: Focus on Field Experience and Clinical Practice

11/3/15 Advisory Board Meeting: Share and receive feedback on Improvement Team's approach to improving consistency and quality of District Employed Supervisor support of Participating Teachers.

1/19/16 Improvement Team Meeting:

- Review progress on improvement of District Employed Supervisor support
- Utilize data on Field Experience and Clinical Practice to create a plan of action for improving Participating Teachers' fieldwork experiences

2/1/16 Participating Teachers evaluate District Employed Supervisors via survey

2/2/16 Faculty Meeting: Focus on Candidate Competency

2/17/16 New Teacher Support Team creates draft 2016-17 Program Plan

3/15/16 Improvement Team Meeting

4/26/16 Advisory Board Meeting

5/2/16 Participating Teachers evaluate District Employed Supervisors via survey

5/17/16 Improvement Team Meeting

5/26/16 Student and Faculty Design Retreat

6/8/16 Annual Program Review

Ongoing

- Participants complete end of course surveys at the completion of each course
- Participants complete surveys at the completion of Learning Seminars
- New Teacher Leadership Team meets weekly (Wednesdays from 9-11)